

# **2004-06 Special Initiative Funding Requests Guidelines and Evaluation Criteria**

## *Introduction*

House Bill 1 established six broad goals for higher education in Kentucky and charged the Council on Postsecondary Education with the task of developing and implementing a strategic agenda to achieve those goals by the year 2020. The Council responded in the form of an Action Agenda that identified short-term objectives for bringing about change and improvement in the state's postsecondary and adult education systems. The agenda also identified five key questions for measuring progress of the reform.

Special funding requests should represent unique opportunities to advance postsecondary education beyond the means allowed by other state funding mechanisms. Generally, the Council will not consider requests that can be funded through base budgets or trust funds. Special funding requests should further the Action Agenda, help achieve Kentucky's 2020 goals (HB 1), and relate to the five questions that are used to measure progress. Special funding is not guaranteed. Institutions should bear in mind that economic conditions could sharply limit available dollars.

## **Guidelines**

- Universities should submit in priority order no more than three special funding requests for the 2004-06 biennium. The KCTCS should submit no more than five requests in priority order.
- The Council staff, in conjunction with university and KCTCS officials, may develop and submit additional requests that address systemwide priorities or needs.
- Special funding requests should not include personnel or operating cost increases normally funded in base budgets, such as utilities and health insurance, even if increases are unusually high.
- Special initiative funding may be requested on a recurring or non-recurring basis.
- Funding sought for capital construction projects that cost \$400,000 or more or major equipment purchases of \$100,000 or more should be included in an institution's capital request.

## **Evaluation Criteria**

Special funding requests will be evaluated according to the following criteria. Requests need not meet all the criteria to receive consideration.

- The unique nature and strategic opportunity represented by a request. This includes, but is not limited to, projects that address pressing state needs or that create a competitive advantage for Kentucky institutions relative to out-of-state peer institutions.
- The potential for enhancing collaboration, where feasible. This includes, but is not limited to, collaboration among Kentucky postsecondary institutions; collaboration between Kentucky postsecondary institutions and K-12 organizations, business and industry, or community and civic organizations; and collaboration between faculty and students.

- The degree to which the project cannot be financed out of base funding or trust funds.
- The potential for furthering the Action Agenda, achieving Kentucky's 2020 goals (HB 1), and advancing the five questions measuring progress.
- The relative importance of the project based on the institution's priority ranking in terms of submitted requests.
- The availability of matching funds to support the project. Rather than relying solely on state funds to finance a project, institutions may choose to pay a portion of the cost using new or reallocated funds obtained from internal or external sources.

### **Process**

Special funding requests must be submitted on or before September 1. Each request should include the following:

- A one-page summary, containing a brief narrative of the proposal and summary financial information using the attached format.
- A detailed description of the proposal, including how the funds will be used and how the proposal will further the Action Agenda, help achieve Kentucky's 2020 goals (HB 1), and advance the five questions measuring progress.

2004-06 Special Initiative Funding Request  
Proposal Summary

**Proposal Title:**

**Date Submitted:**

**Priority Ranking:**

**Descriptive Information:**

**Financial Information:**

	2004-05			2005-06		
Funding Category	State Funds Requested	Other Sources	Total	State Funds Requested	Other Sources	Total
Recurring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Recurring	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -